

**Potential Tropical Cyclone 8**

Camera and removal clogs in the Stormwater System	\$395,240.65
Stormwater drainage pipe at Scotch Bonnet	7,126.35
Stormwater pump rental Texas/Snapper pump station	12,883.54
Replacement of generator fuel tank at Lift Station 1	25,000.00
Gutter extenders for Fire Dept to prevent future flooding	2,500.00
Miscellaneous not invoiced	<u>7,249.46</u>
<b>Total additional funds needed</b>	<b>\$450,000.00</b>

Lynn Barbee  
*Mayor*

Joe Benson  
*Council Member*

Jay Healy  
*Council Member*



Deb LeCompte  
*Mayor Pro Tem*

Mike Hoffer  
*Council Member*

Bruce Oakley  
*Town Manager*

**TOWN OF CAROLINA BEACH**  
1121 N. Lake Park Boulevard  
Carolina Beach, North Carolina 28428

## **BUDGET TRANSFER REQUEST**

**To:** Debbie Hall, Finance Director

**From:** Ed H. Parvin, Deputy Manager

**Re:** Budget transfer

**Date:** April 29, 2025

**Budget transfer amount:** \$6,000

**From:** 10-550-046 (Professional Services)

**To:** 10-550-013 (Electric)

**Explanation:** Shortfall in Electric

**Budget transfer amount:** \$4,000

**From:** 10-550-046 (Professional Services)

**To:** 10-550-033 (Supplies)

**Explanation:** Cover the cost of additional fish cleaning tables at the Town Marina.

## Debbie Hall

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**From:** Brian Stanberry  
**Sent:** Friday, May 2, 2025 11:10 AM  
**To:** Debbie Hall  
**Cc:** Ed Parvin  
**Subject:** Budget Transfer

Debbie,

I would like to request a budget transfer in the amount of \$43,000, from 10-580-045 Environmental Contract Services to 10-620-074 Parks and Recreation Capital Projects over \$10,000 for the paving of the parking area at Mike Chappell Park. Thank you for your assistance and let me know if you have any questions.

Sincerely,

***Brian Stanberry***

Director of Public Works

Town of Carolina Beach

910-458-8291 office

910-443-1837 mobile

[brian.stanberry@carolinabeach.org](mailto:brian.stanberry@carolinabeach.org)



**DISCLAIMER:**

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Fund Or Attrib	Type	Disp Acct	Budget	Enc Amt	Variance
Fund Or Attrib: 23 W&S Infrastructure Projects					
Type: Expenses					
23 W&S Infrastructure Projec Expenses	23-015-046 Professional Services Lake Pumphouse		\$753,709.17	\$163,789.95	\$412,309.17
23 W&S Infrastructure Projec Expenses	23-015-074 Capital Projects Over \$10,000 Lake Pump		\$1,572,794.08	\$88,353.25	\$1,377,690.83
			\$2,326,503.25	\$252,143.20	\$1,790,000.00
			\$2,326,503.25	\$252,143.20	\$1,790,000.00

move funds to cover contract plus contingency  
\$ 147,582 From 23-015-046 to 23-015-074



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Bruce Oakley, Town Manager

**DEPARTMENT:** Executive

**MEETING:** Town Council March 11, 2025

**SUBJECT:** Recommendation of Award for the Carolina Beach Lake Pump House #1&2 Replacement Project

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### **BACKGROUND:**

The first bid opening for the Carolina Beach Lake Pump House #1 & #2 Replacement Project was held on January 9, 2025. On that date, only one bid was received. The Project was re-advertised with a new opening date of January 23, 2025. However, due to inclement weather the bid date was moved (via Addenda 3) to January 30, 2025. One bid was received and opened as shown on the enclosed certified Bid Tabulation. IMEC Group LLC was the low bidder with a total bid amount of \$1,449,350.

After review, The Project Engineer determined that IMEC Group LLC was a responsible bidder, and that their bid was responsive. However, The Project Engineer identified an issue with the price provided for Add Alternate 3. Given the scope of work for "Add Alternate 3", it was clear that a price of \$13,000 would not cover even a portion of the material cost. After discussions with the contractor, the Project Engineer determined that the scope was misunderstood, and the contractor did not include the additional material cost for Add Alternate 3. Following negotiations, the contractor provided a quote of \$75,922.11 for materials. As part of the negotiations, the contractor provided the material cost without markup. As a result, the total project cost—including the Base Bid, Add Alternates 1 and 2, and the negotiated Add Alternate 3—is \$1,525,272.11.

By copy of the attached recommendation letter signed by Jeffrey Ray, PE and Project Manager for Highfill Engineering, P.C., Recommended award of the contract project is to IMEC Group, LLC.

### **ACTION REQUESTED:**

**Award Bid for Carolina Beach Lake Pump House #1&2 Replacement**

### **RECOMMENDED MOTION:**

**Award Carolina Beach Lake Pump House #1&2 Replacement to IMEC Group LLC for \$1,525,272.11 with further recommendation that the town retain a contingency of 15% in the project budget over the contract amount for any unforeseen conditions.**

BID TABULATION  
CAROLINA BEACH LAKE PUMP HOUSE #1 & #2 REPLACEMENT  
TOWN OF SURF CITY  
HIGHFILL PROJECT NO. TCB2301  
BID OPENING: January 30, 2025 @ 2:00 pm

				<b>IMEC Group, LLC</b> <b>License # 72860</b> <b>6470 Dobbin Road, Suite B</b> <b>Columbia, MD 21045</b>	
Item No.	Description	Unit	Quantity	Unit Price	Extended Total
<b>BASE BID</b>					
1	Mobilization	LS	1	\$ 70,700.00	\$ 70,700.00
2	Lake Pump House Replacement	LS	1	\$ 1,089,450.00	\$ 1,089,450.00
3	Demolition	LS	1	\$ 62,500.00	\$ 62,500.00
4	Temporary Bypass Connections	LS	1	\$ 33,500.00	\$ 33,500.00
5	Undercut of Unsuitable Soils & Repalcement with Structural	CY	40	\$ 100.00	\$ 4,000.00
6	Erosion Control	LS	1	\$ 34,100.00	\$ 34,100.00
7	Contingency Allowance	LS	1	\$ 20,000.00	\$ 20,000.00
<b>Subtotal</b>					<b>\$ 1,314,250.00</b>
<b>ADD/DEDUCT</b>					
<b>Add Alternate 1 - Wooden Dock Replacement</b>					
A1	Remove and Replace Wooden Dock	LS	1	\$ 44,400.00	\$ 44,400.00
<b>Add Alternate 2 - Gantry Crane</b>					
A2	Stairs and Walkways	LS	1	\$ 77,700.00	\$ 77,700.00
<b>Add Alternate 3 - Alternative Force Main Layout</b>					
A3	Alternative Force Main Layout	LS	1	\$ 13,000.00	\$ 13,000.00
<b>TOTAL (Items 1 thru 7 +A1 + A2 + A3)</b>				<b>\$</b>	<b>1,449,350.00</b>

**Certification:**

The bids tabulated herein were opened and read aloud at 2:00 p.m., local time on Thursday January 30th, 2025 at 1121 N. Lake Park Blvd. Carolian Beach, NC. We hereby certify the above Bid Tabulation to be an accurate representation of the Bids submitted.

Jeffrey Ray, PE  
Highfill Infrastructure Engineering, P.C.  
2703 Jones Franklin Rd., Suite 201  
Cary, NC 27518  
919-481-4342  
NC Firm License No. C-2586

